

AGENDA FOR AGENCY RECORDS MANAGEMENT OFFICERS MEETING,
THURSDAY 2 MAY 9:30 A. M., ROOM 1E-78 HEADQUARTERS

1963

1. Welcome
2. Introduce any new Records officers.
3. Visit to - on
Wednesday 5 June to see Surplus Property.
4. New Records Classification Handbook of Department of State.
5. New Records Maintenance and Classification Handbook of AID.
6. Next GSA Records Management Seminar, 10 June - 21 June.
7. Surplus Rol-Dex for Punched Cards.
8. Introduce

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For Attendance, see Attachment A.